

The Graduation Rate Appeals Window will be open in the MSDS from Monday, July 20, 2015 through Wednesday, September 16, 2015.

This appeals window is your final opportunity to review and correct the data used to calculate your graduation rate in advance of rate publications.

District Action in the MSDS:

- Review 2015, 2014, and 2013 cohort student list reports reflecting EOY 2015 final dispositions in the MSDS.
 - Use the Student Record Maintenance (SRM) Collection to submit corrections or updates for the calculation of four-year, five-year and six-year rates.
 - Ensure that you have reported all of your end-of-summer graduates if they were not reported in the EOY 2015 General Collection.
 - In order for students to be considered “on-time graduates,” the “As Of Date” and “District Exit Date” for the student records must be on or before **August 31, 2015**.
 - Data must be certified no later than **11:59 p.m. EDT on September 16, 2015**.
 - If a student was erroneously submitted as a graduate, submit an SRM record using an As Of Date that matches the Exit Date on the graduating record that was submitted in MSDS.
 - **Only your ISD auditor can make exit status updates for students who exited prior to the 2014-2015 school year, as these data have been previously audited. Submit proper documentation to your auditor and s/he will submit an audit finding when the GAD Application opens in October for the exit status audit.**
- Submit any necessary student UIC linking requests.
- Submit any necessary cohort change requests.
 - If you reported a student with an incorrect grade during the 2014-2015 school year that placed the student in the wrong cohort year, there **MUST** be corresponding submission records to support the request (i.e., the student must be reported in the correct grade in at least one certified collection).